

Kenton Parish Council

www.kentondevon.org.uk

Clerk - Mrs Suzanna Hughes LL.B (Hons)
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To: Councillors D Blount, H Bright, J Hare & K Savill

You are hereby summoned to attend the **ANNUAL MEETING OF THE PARISH COUNCIL** to be held in Kenton Victory Hall on **WEDNESDAY 8 MAY 2024 at 7.30pm**.

Also invited: County Councillor Connett, District Councillor Taylor & Community Police Officers.

Members of the press and public are welcome.



Suzanna Hughes
Clerk to the Parish Council

AGENDA

1. ELECTION OF CHAIRMAN

To elect a Chairman of the Council and, in accordance with Section 83(a) of the Local Government Act 1972, to receive their properly executed Declaration of Acceptance of Office

2. ELECTION OF VICE CHAIRMAN

To elect a Vice Chairman of the Council and, in accordance with Section 83(a) of the Local Government Act 1972, to receive their properly executed Declaration of Acceptance of Office

3. RESIGNATION & APOLOGIES FOR ABSENCE

- 3.1 To receive the resignation of Cllr David Smith
- 3.2 To receive apologies for absence

4. DECLARATIONS OF INTEREST

Members to be reminded of their responsibility to continually update their Notice of Registerable Interests and invited to state whether they have any interest in the items to be discussed during this meeting in accordance with the Council's Code of Conduct. Unforeseen requests for a Dispensation to be considered at this point only if there was no way a Councillor would have been aware of such before the meeting.

5. OPEN FORUM

Members of the public are invited to address the Council

6. RATIFICATION OF MINUTES

- 6.1 To approve, sign and adopt the minutes of the Parish Council meetings held on 13 March 2024 and 10 April 2024
- 6.2 To approve, sign and adopt the minutes of the Annual Parish Meeting held on 10 April 2024

7. ROLES AND RESPONSIBILITIES

To review members' roles and responsibilities

8. REVIEW OF POLICIES AND GOVERNANCE DOCUMENTS

9. REPORTS

- 9.1 Police and Community Speedwatch Report
- 9.2 County Councillor's Report
- 9.3 District Councillor's Report
- 9.4 Volunteer Flood Warden's Report
- 9.5 Action Report on outstanding matters not otherwise listed on the agenda

10. BROOK PATH & SLITTERCOMBE LANE CULVERT

Report and update

11. FINANCE AND GOVERNANCE

11.1 Payments

To receive finance report and approve payments

11.2 Audit 2023/24:

11.2.1 To receive and note the year end bank reconciliation

11.2.2 To receive and note the internal auditor's report to agree that this Council is confident that the internal audit arrangements provided by Lee Accounting (South West) Ltd provides excellent reassurance for the public that the financial systems are robust and fit for purpose and to continue with their appointment as the Internal Auditor to the Parish Council

11.2.3 To complete and approve Section 1 of the Annual Return (Annual Governance Statement 2023/24)

11.2.4 To receive, approve and sign Section 2 of the Annual Return (Accounting Statements 2023/24)

11.3 Insurance

To receive and review the insurance renewal

12. PLANNING

12.1 New planning applications/appeals

None

12.2 Decisions

12.2.1 [24/00551/CLPD – 18 Staffick Close, Kenton](#)

Certificate of Lawfulness for proposed rear extension and side passageway infill

To note that TDC has determined that the works as described would have been lawful under Schedule 2, Part 1, Class A of the Town and Country Planning (General Permitted Development) (England) Order 2015

12.2.2 [23/01901/LBC – 12 Oxtton House, Kenton](#)

Retention of fence

To note that TDC has granted Listed Building Consent

12.2.3 [23/01984/FUL – 12 Oxtton House, Kenton](#)

Proposed fence

To note that TDC has granted conditional planning consent

13. CLIMATE AND BIODIVERSITY

To revisit the Council's approach to the climate emergency and biodiversity crisis

14. PLAYING FIELD & HARD COURT

15. HIGHWAYS & FOOTPATHS

Residents are encouraged to report all potholes:

<https://www.devon.gov.uk/roads-and-transport/report-a-problem/report-a-pothole/>

To report any new highways/footpath issues and update on matters previously reported

16. CORRESPONDENCE

Clerk to notify councillors of relevant correspondence received during the month not otherwise emailed for information or dealt with above

17. MEMBERS' ITEMS FOR INFORMATION OR GENERAL DISCUSSION, FOR INCLUSION ON FUTURE AGENDAS AND/OR ITEMS REQUIRING URGENT ATTENTION

Members are reminded that they have not received the statutory notice of this business to be transacted and should therefore recognise that any decision made may be taken to be unlawful if challenged in the future

18. ITEMS FOR INCLUSION ON SOCIAL MEDIA, PARISH NEWSLETTER, NOTICE BOARDS ETC

19. NEXT MEETING

To agree the date of the next meeting – 12 June 2024 at 7.30pm

8 May 2024**Item 11:****Expenditure**

Payment type	Payee	Details	Amount
Standing Order	Salary	May	£528.82
Online	Clerk	Travel (Feb-May incl)	£64.80
Online	Lee Accounting (South West) Ltd	Internal audit of accounts	£240
Online	Plant Tech	Grass cutting – April	£480
Taken from 1 st instalment of precept	DALC	Annual subscription	£413.16

Income (5 April – 2 May 2024)

Date received	Received from	Details	Amount
April	Various	Cemetery	£740
April	TDC	First instalment of the precept	£26795.50
April	HMRC	S126 VAT reclaimed from 2023/24	£3648.79

Bank Balance at 2 May 2024

Current account	£49,905.26
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